



PARENT REQUEST FOR EXCUSED ABSENCE

As the parent/guardian of _____, ID# _____, who attends Oak Ridge High School, in the _____ grade, I request approval for _____ days of excused absence from the school for the following reason:

Date(s) of Absence: _____

Parent Signature **Date**

-----FOR SCHOOL USE ONLY-----
Students: Present this form to your English and Math teachers then your Grade Level Principal.

Current progress in school is: Satisfactory Unsatisfactory

English Teacher signature: _____

Comments: _____

Current progress in school is: Satisfactory Unsatisfactory

Math Teacher signature: _____

Comments: _____

Number of days already excused: _____ Number of days already unexcused: _____

- Check one: Request granted
 Request not granted but the student will be permitted to make up all school work which is missed.
 Request not granted
 Parent notified

Comments: _____

Grade Level Principal Signature **Date**